

# CHANGE CONTROL ACTIVITIES SCHEDULE

**As Of -- WEEK ENDING 02/20/2004**

No.	Item	Start Date	Details	Status	✓	Date Ended
01	PeopleSoft - HR  Ref: Kari Alverson	Each Friday on PR Check Issue day	<b>ACTIVITY:</b> Update HR8SBOX and HR8QA databases throughout the day. ..... <b>LOCATION:</b> N/A ..... <b>IMPACT:</b> These databases will be unavailable during the updates.	Ongoing.		N/A
02	PeopleSoft - HR  Ref: Kari Alverson	Monday to Wednesday of each Payroll week	<b>ACTIVITY:</b> Bring down HR8PROD Application Server from <b>10am Monday</b> until <b>8am Wednesday</b> . ..... <b>LOCATION:</b> N/A ..... <b>IMPACT:</b> The server will be unavailable during this period of the <u>Payroll week</u> .	Ongoing.		N/A
03	PeopleSoft - HR  Ref: Kari Alverson	Each Friday on PR Check Issue day	<b>ACTIVITY:</b> Database migration and application of patches to the HR Production areas from <b>7am</b> until <b>9am</b> . ..... <b>LOCATION:</b> N/A ..... <b>IMPACT:</b> The server will be unavailable during this period.	Ongoing.		
04	PeopleSoft - FS  Ref: Cheri Detweiler	Each Friday between 1st & 2nd PR Check Issue days	<b>ACTIVITY:</b> Update FSSBOX, FSQA, and FSTEST databases from FSPROD data throughout the day. ..... <b>LOCATION:</b> N/A ..... <b>IMPACT:</b> These databases will be unavailable during the updates on those days.	Ongoing.		N/A
06	Computer Systems  Ref: Bryon Horn	Each Sunday between 3am and 9am	<b>ACTIVITY:</b> Perform maintenance and upgrades on network systems. ..... <b>LOCATION:</b> ISD Computer Room. ..... <b>IMPACT:</b> All City network systems will be unavailable during this period.	Ongoing.		N/A
13	Maintenance  Ref: Paul Pedron	To Be Announced	<b>ACTIVITY:</b> Upgrade hardware for servers Argon, Cerium, Radium. ..... <b>LOCATION:</b> ISD Computer Room. ..... <b>IMPACT:</b> Servers will be unavailable during this period for some City Hall GroupWise users, some City Hall NDPS Printing.	Waiting for Start Date decision.		

## CHANGE CONTROL ACTIVITIES SCHEDULE

No.	Item	Start Date	Details	Status	✓	Date Ended
18	Server Update  Ref: Paul Pedron, Kari Alverson	To Be Re-scheduled	<b>ACTIVITY:</b> Update Oracle Server from 8.1.7.2.2 to 9.0.2. ..... <b>LOCATION:</b> ISD Computer Room. ..... <b>IMPACT:</b> Servers affected: ALUMINUM, SILICON, BARIUM, NEON, Fleet-DATA1, HAFNIUM. Not affected: GOLD, TITANIUM, STEEL. Oracle databases will be unavailable throughout the day.	Nugget, Zinc completed ( See items 69 & 70 ). The rest are still on hold.		
58	Power Cleanup  Ref: Don Robbins	To Be Determined	<b>ACTIVITY:</b> Identify, label, repair dead circuits and load balance the power system. ..... <b>LOCATION:</b> ISD Computer room. ..... <b>IMPACT:</b> All systems will be unavailable during this period.	Waiting for new Start Date.		
64	Wiring Project  Ref: Bryon Horn	Week of Monday, 02/17/2004	<b>ACTIVITY:</b> Start of City Hall wiring project. ..... <b>LOCATION:</b> 1 <sup>st</sup> Floor. ..... <b>IMPACT:</b> To be done after business hours ( 5pm ). Network access to workstations will be disrupted during these periods.	2 <sup>nd</sup> , 3 <sup>d</sup> , & 4 <sup>th</sup> floors are completed. 1 <sup>st</sup> floor now in progress .		
68	ISD Computer Operations  Ref: Paul Orth	Friday, 02/27/2004	<b>ACTIVITY:</b> Both the day shift and senior operators will be out of the office. ..... <b>LOCATION:</b> ISD Computer room. ..... <b>IMPACT:</b> There will be no operator support until 3:30pm when the night shift begins. Consult the Help Desk staff for access to any reports.	Waiting for scheduled Start Date.		
75	IPX Removal  Ref: Raj Nagra	Monday, 02/16/2004	<b>ACTIVITY:</b> Remove IPX protocol. ..... <b>LOCATION:</b> City Hall 3 <sup>rd</sup> Floor/ Parks ..... <b>IMPACT:</b> Transparent, but if any users are unable to login, they should call the Help Desk.	Completed	✓	02/16/2004
76	Backbone Router at: City Hall	Monday, 02/16/2004	<b>ACTIVITY:</b> Install new backbone router. ..... <b>LOCATION:</b> ISD Computer room. ..... <b>IMPACT:</b> Between 9am-5pm, each floor in City Hall will be down for an hour while	Completed	✓	02/16/2004

## CHANGE CONTROL ACTIVITIES SCHEDULE

	Ref: Raj Nagra		its existing connections are moved over.			
--	----------------	--	--	--	--	--

No.	Item	Start Date	Details	Status	✓	Date Ended
77	Backbone Router at: FAX  Ref: Raj Nagra	Monday, 02/16/2004	<b>ACTIVITY:</b> Install new backbone router. ..... <b>LOCATION:</b> FAX ..... <b>IMPACT:</b> Between noon-1pm, all servers at MSC will be down for an hour while its existing connections are moved over.	Completed	✓	02/16/2004
78	IPX Removal  Ref: Raj Nagra	Friday, 02/20/2004	<b>ACTIVITY:</b> Remove IPX protocol. ..... <b>LOCATION:</b> City Hall 4 <sup>th</sup> Floor/ Fire HQ. ..... <b>IMPACT:</b> Transparent, but if any users are unable to login, they should call the Help Desk.	Completed	✓	02/16/2004
79	Security Patches  Ref: Raj Nagra	Monday, 02/16/2004	<b>ACTIVITY:</b> Apply latest security patches to the Windows servers. ..... <b>LOCATION:</b> ISD Operations. ..... <b>IMPACT:</b> Between 9am-5pm, each server will be down for approximately 15 minutes and be restarted.	Completed	✓	02/16/2004
80	IPX Removal  Ref: Raj Nagra	Friday, 02/20/2004	<b>ACTIVITY:</b> Remove IPX protocol. ..... <b>LOCATION:</b> MSC 10.5.1 segment. ..... <b>IMPACT:</b> Transparent, but if any users are unable to login, they should call the Help Desk.	Waiting for scheduled Start Date.		
81	IPX Removal  Ref: Raj Nagra	Friday, 03/05/2004	<b>ACTIVITY:</b> Remove IPX protocol. ..... <b>LOCATION:</b> MSC 10.5.3 segment. ..... <b>IMPACT:</b> Transparent, but if any users are unable to login, they should call the Help Desk.	Waiting for scheduled Start Date.		
82	IPX Removal  Ref: Raj Nagra	Saturday, 02/21/2004	<b>ACTIVITY:</b> Switch configuration. ..... <b>LOCATION:</b> City Hall ..... <b>IMPACT:</b> Each area will be down for about 30 minutes to fix a problem. This will occur between 9pm and midnight.	Waiting for scheduled Start Date.		